



Confederation of Indian Industry

CII Naoroji Godrej Centre of Manufacturing Excellence

Online Workshop on
Workplace Productivity
Change The Way You Work
17 August 2020

Context

The success of an Organization depends majorly on the team members. The more the team members contribute, the more successful the organizations would be. It's important for employees to constantly upgrade themselves to succeed and by doing this they need to know the correct techniques of working.

Objectives

The captioned workshop will be aimed at participants will be able to

- Understand Major Time Wasters
- Overcome Procrastination
- Delegate more effectively
- Achieve more in less time
- Have a good ratio of work-life balance

Content

- Self –Assessment to know our Current score
- Common myths about productivity
- Common Enemies of Managing Time
- Pareto's Principle in Managing Time
- Numerous Techniques to Scale-up Productivity
- PAT approach in meeting

Methodology

1. Ice breakers
2. Facilitation Tools & Process
3. Puzzles/Quizzes
4. Assessments & Training Guide
5. Action Sheets and Implementation Worksheets to follow post-training and get the results

Target Audience

This workshop is ideal for corporate professionals in all roles who are part of teams or are leading teams across different levels of the organizational hierarchy.

Faculty

Ms Devina Adhiya, Career Scale-up Strategist. She is a certified Trainer and Facilitator in Corporate training and Behavioural Skills, across various sectors. Have successfully trained more than 30,000 participants. She helps Corporates to develop skills of their workforce thus achieving their professional goals and enhancing their productivity.

When: 17 August 2020

What Time: 02:00 PM - 05:00 PM

Mode of delivery: Microsoft Teams

Participation Fees

INR 3000 + GST @ 18% Per Participant

Discount

5% on 2 nominations from an organization.

10% on 3 or more nominations from an organization.

Registration Link : http://www.cii.in/OnlineRegistration.aspx?Event_ID=E000051456

NOMINATIONS & ENQUIRIES

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